



Northern Ireland Adult Safeguarding
Partnership Training Strategy
2016

Revised 2016

1.0 Introduction

1.1 The primary function of the Northern Ireland Adult Safeguarding Partnership (NIASP) is to develop a strategic approach to safeguarding adults.

1.2 In relation to ensuring best practice, NIASP has specific responsibility to:

- Develop and secure delivery of an interagency/inter-disciplinary training and development strategy with the aim of improving the quality of safeguarding work and of interagency/inter-disciplinary working, having identified the training needs of those involved in safeguarding work across Northern Ireland. The strategy should take account of how training partnerships with LASPs can be developed
- ensure that each partner organisation has effective training arrangements for its personnel ranging from awareness training for front line staff to the more in depth training required to discharge specialist functions

1.3 The purpose of this document is to provide a clear statement of the expectations in relation to the provision of Adult Safeguarding training for everyone who is involved in the lives of Adults at risk in Northern Ireland. It will be supported by a regional training framework

1.4 Member organisations should define the training needs of their staff and volunteers, based on the NIASP training framework and translate these into an organisational Training and Development plan. Member Organisations should ensure that they hold comprehensive staff training records to assure themselves that all their staff have been appropriately trained in safeguarding Adults at risk. There should also be systems in place to assure them that staff are maintaining their training commitments.

2.0 Principles

The training delivered under this strategy will reflect the underpinning principles as outlined in section 4 of Safeguarding Adults – Prevention and Protection in partnership with particular focus on the following

2.1 Adult Safeguarding is ‘Everyone’s Business’ – Training provision will reflect the NIASP aims to raise public and partner awareness about Adult safeguarding and their role in this.

2.2 Person Centred Approach – Training provision will support the principle that service users will be empowered to prevent abuse, manage risks and have the expectation to be safeguarded / protected.

2.3 Collaborative Approach –NIASP member organisations will be supported to understand and meet their responsibilities to train their workers with the aim of ensuring that the workforce is has the appropriate skills and knowledge to Safeguard Adults.

3.0 Target Audience

3.1 In acknowledging that Adult Safeguarding is a shared responsibility, the audience for training across Northern Ireland is large and diverse. It includes staff and volunteers who are in contact with or providing services to adults across the statutory, voluntary, community, independent and faith sectors.

4.0 Aim of Strategy

4.1 This strategy is designed to support performance improvement in Adult Safeguarding practice across all those in the target audience.

4.2 It will provide a clear framework which will specify learning outcomes and core content to meet a range of identified training needs within partner organisations.

4.3 The framework will provide a number of levels of training which reflect the varying levels of expertise required and the differing needs of organisations across the safeguarding continuum. The appropriate level of training will be determined by the roles and responsibilities of the individual.

4.4 The Strategy aims to be measurable to support annual review.

5.0 Framework for Adult safeguarding Training

5.1 To address the learning needs of the target audience training is required at a number of levels and these are presented within the NIASP training framework.

5.2 This is based on clear practice and learning outcomes aligned to role and function and should enable member agencies to commission appropriate training for their staff and volunteers.

5.3 Member agencies should use this information to identify and set out training pathways for their staff and organise staff training with reference to the learning outcomes to ensure staff have the appropriate skills and knowledge to respond in accordance with their role

5.4 It is the responsibility of the member agencies to meet the requirements set out in this training framework and thus ensure their staff are able to achieve the competencies commensurate with their role.

5.5 The Strategy would want to reflect the need to work towards developing training / education specifically for and accessible to service users and carers to enable them to understand and manage risk; to protect themselves from harm and to ensure they know how to seek help and report abuse or neglect

6. Monitoring and Review

6.1 The NIASP Training Work stream will review the strategy and update the framework on an annual basis to reflect local and national developments

6.2 The strategy recognises that member agencies will have their own specific needs and requirements pertinent to the nature of

their organisation and each organisation will have their own preference about modes of training delivery. However the framework provides a mechanism which should support the regulation and monitoring of member agencies practice in Adult Safeguarding

6.3 Member organisations have a responsibility to ensure that the training provided to their staff meets the core requirements as set out in the training framework

6.4 To ensure quality, NIASP will audit compliance with the Training strategy and framework, through agreed standards.

7.0. Conclusion

7.1 By being appropriately trained and enabled to explore and understand the contribution they make to safeguarding, individuals in member organisations, can make a significant difference to outcomes for Adults at risk of abuse or neglect

7.2. This training strategy and any further associated training guidance, reflect a dynamic process, which, through continuous evaluation, will ensure the learning needs of individuals are met. It is intended to be flexible and will evolve responding to legislative changes; local and national policy and best practice guidance. It will be updated annually, in response to outcomes of local audits, performance monitoring and evaluation.

7.3 The ultimate outcome is to ensure that individuals involved in the lives of Adults at risk in Northern Ireland are able to access high

quality relevant and appropriate training to ensure safe and effective services

NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP TRAINING & DEVELOPMENT FRAMEWORK

Level One –Induction-Awareness

Learning Outcomes	Knowledge Skill and Values	Target Audience/ Group (Agencies can specify the particular staff groups)	Refresher Requirements	Organisational Responsibility and delivery method
<p>Ability to:</p> <p>recognise that adult harm is wrong and that it should not be tolerated;</p> <ul style="list-style-type: none"> • recognise the signs of harm from abuse, exploitation and neglect; • reduce opportunities for harm from abuse, exploitation and neglect to occur; and • know how and when to report safeguarding concerns to HSC Trusts or the PSNI. 	<p>Basic Knowledge of:</p> <ul style="list-style-type: none"> • Essential causes and indicators of abuse • Agency / staff policy & procedures • Reporting procedures • Record keeping • Workplace policies 	<p>All staff and volunteers in the organisation.</p>		

NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP TRAINING & DEVELOPMENT FRAMEWORK
Level 2: Awareness Raising, Recognising & Responding

Learning Outcomes	Knowledge Skills and Values	Target Audience/ Group	Refresher Requirements	Organisational Responsibility and delivery method
<p>Ability to:</p> <p>Recognise and Respond to Adult Safeguarding issues</p> <p>Understand own role and the role of others in prevention and protection</p> <p>Contribute to the assessment and management of Risk</p> <p>Assist in safeguarding and promoting the welfare of Adults at risk.</p>	<p>More in – depth knowledge of:</p> <ul style="list-style-type: none"> • Values and principles of Adult Safeguarding and best practice. • Essential causes and indicators of abuse • Agency / staff policy & procedures • Reporting procedures • Recording skills • Workplace policies • Relevant legislation • services provided by support agencies • Confidentiality • Capacity and consent 	<p>All staff and volunteers who have direct contact with adults at risk of harm or adults in need of protection</p>	<p>Every 3 years for staff in residential /nursing care and 2 years for staff working in domiciliary or day care settings (RQIA standards)</p> <p>For others the good practice recommendation would be every three years</p>	

NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP TRAINING & DEVELOPMENT FRAMEWORK

Level Three :Managers Training / Adult safeguarding champion

Learning Outcomes	Knowledge Skills and Values	Target Audience/ Group	Refresher Requirements	Organisational Responsibility and delivery method
<p>Ability to:</p> <ul style="list-style-type: none"> • Understand their role in the safeguarding process • Be aware of the process for referral to a DAPO** • Understand their responsibilities in supporting staff in Adult safeguarding • Understand the process of investigation and referral to relevant agencies • To compile and analyse records 	<p>Knowledge of:</p> <ul style="list-style-type: none"> • Complexities, tensions & value requirements in adult safeguarding • Capacity and Consent • The assessment, risk assessment intervention & referral process • Understanding of the Thresholds for referral to safeguarding services • Legislation • Policies, procedures & processes in relation to safeguarding • Statutory reporting requirements. 	<p>All front line managers/ ASC's and Managers Who will not be undertaking investigating or DAPO responsibilities. .</p> <p>Must have undertaken training at level 2</p>	<p>ASC</p> <p>Update every two years</p>	

NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP TRAINING & DEVELOPMENT FRAMEWORK
Level Four - Investigating Officer

	individuals and agencies			
Learning Outcomes	Knowledge Skills and Values	Target Audience/ Group	Refresher Requirements	Organisational Responsibility and delivery method
<p>Ability to:</p> <ul style="list-style-type: none"> • Clarify the role of an investigating officer • Develop the skills required to gather information and conduct an investigation where a specialist ABE interview is not required. • Develop skills in the analysis of information to inform professional recommendations. • Develop skills in compiling an investigation report. 	<p>Knowledge of:</p> <ul style="list-style-type: none"> • the value base which underpins practice in the context of safeguarding investigations inclusive of human rights • Legislation and policy which underpins safeguarding adults • Consent, capacity and confidentiality issues in intervention • The investigating process, procedures, protocols, roles and responsibilities • The skills involved in safeguarding processes 	<p>Investigating Officers - professionally qualified and experienced individuals nominated for that role (band 6 minimum)</p>	<p>No Refresher requirements but staff are required to maintain their skills through CPD and Attendance at forums once per annum It is good practice that IO should participate in a minimum of 2 investigations per annum</p>	

**NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP TRAINING & DEVELOPMENT FRAMEWORK
Level Five Designated Adult protection officer (DAPO)**

Learning Outcomes	Knowledge Skills and Values	Target Audience/ Group	Refresher Requirements	Organisational Responsibility and delivery method
<p>Ability to:</p> <ul style="list-style-type: none"> • Understand and articulate the role and responsibilities of the DAPO • make key decisions including whether the threshold for protection intervention has been met; • make a determination about the most appropriate referral pathway • Understand the roles and responsibilities of agencies involved in 	<p>Knowledge of:</p> <ul style="list-style-type: none"> • Decision making processes with a focus on proportionality and rights based decision making • Legislation and policy which underpins safeguarding adults • Consent, capacity and confidentiality issues in intervention • the value base which underpins practice in the context of safeguarding investigations inclusive of human rights • 	<p>Social Work Managers / Senior Social Work Practitioners at Band 7 and above nominated for this role. Staff must previously completed level 4 training. (investigating officer)</p>	<p>No Refresher requirements but staff are required to maintain their skills through CPD and Attendance at forums once per annum It is good practice that IO and DO should participate in a minimum of 2</p>	

<p>safeguarding processes</p> <ul style="list-style-type: none"> • Manage the record keeping process in line with the safeguarding policy and agency requirements • Develop and ensure implementation of appropriate protection plans • Develop skills in chairing multiagency discussions. . 			<p>investigations per annum</p>	
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**NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP TRAINING & DEVELOPMENT FRAMEWORK
Level Six- Joint Protocol**

Learning Outcomes	Knowledge Skills and Values	Target Audience/ Group	Refresher Requirements	Organisational Responsibility and delivery method
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**NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP TRAINING & DEVELOPMENT FRAMEWORK
Level Seven – Achieving Best Evidence (Specialist Interviewer)**

Learning Outcomes	Knowledge Skill and Values	Target Audience/ Group	Refresher Requirements	Organisational Responsibility and delivery method
<p>Ability to:</p> <ul style="list-style-type: none"> • Develop skills in setting up portable video recording equipment and the use of video equipment in care suites. • Outline the requirements of the Achieving Best Evidence Guidelines. • Explore the 4 Phase cognitive model of investigative interviewing. • Plan and role play the 4 Phase Model in order to develop skills, knowledge and values. • Explore the needs and views of the vulnerable adult. 	<p>Knowledge of:</p> <ul style="list-style-type: none"> • The legislation & accompanying guidance • Special Measures • The Human Rights implications in ABE • The 4 stage cognitive interview • The planning & preparation processes for interviewing • Roles & responsibilities of interviewers • Interviewing skills 	<p>Identified PSNI personnel and Investigating officers nominated to undertake Achieving Best Evidence Training (Specialist Interviewers)</p>	<p>ABE interviewers must undergo Refresher Training every 2 years. It is good practice that a minimum of 4 full interviews are completed per annum in this period by each interviewer to ensure that the interviewer is practising their skills and maintaining their competence</p>	

